

**Enrolled Minutes of the Twenty-first Regular or Special Meeting
For the Twenty-Seventh Highland Town Council
Special Meeting
Monday, October 15, 2012**

Special Meeting. The Twenty Seventh Town Council of the Town of Highland, Lake County, Indiana met pursuant to special notice, immediately before its regular session on Monday, October 15, 2012 at 7:10 O'clock P.M. in the regular place, the plenary meeting chambers of the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana.

The Council President Bernie Zemen, presided and the Town Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. The meeting was opened with the Council President reciting the Pledge of Allegiance to the Flag of the United States of America.

Roll Call: Present on roll call were Councilors Bernie Zemen, Mark Herak, Dan Vassar, Konnie Kuiper and Brian Novak. The Clerk-Treasurer, Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Additional Officials Present: Rhett L. Tauber, Town Attorney; and Katy Dowling, Deputy Clerk-Treasurer were present.

Special Orders:

1. Pre-Adoption Hearing of the Proposed Fiscal Year 2013 Budget for the Town of Highland.

- (a) Verification of Proofs of Publication: (TIMES: 09-06-2012 & 09-14-2012; POST-TRIB: 09-06-2012 & 09-14-2012;) The Town Attorney verified the proofs of publication and indicated that they were in compliance with IC 5-3-1.
- (b) Introduction of **Proposed Ordinance No. 1522:** An Ordinance of Appropriations and Budget Levies and Rates for the 2013 Budget. Councilor Vassar introduced and filed Ordinance No. 1522. There was no further action.
- (c) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments written or spoken. The Town Council President then closed the public hearing.

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed ordinance for adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed Ordinance will be at a **special meeting of the Town Council, Monday, October 29, 2012 at 7:00 p.m.**

2. Fiscal Body Review Pre-Approval Hearing: Budgets of the Sanitary District and the Waterworks Districts, pursuant to IC 6-1.1-17-20. *The Sanitary District Operating Budget is increased over the prior year, owing to its assumption of the solid waste management function. Under amendments to IC 6-1.1-17-20, the Sanitary and Waterworks Districts governing bodies shall submit their respective proposed budgets and property tax levies to the municipal fiscal body. The proposed budget and levy shall be submitted to the city or town fiscal body in the manner prescribed by the department of local government finance before September 2 of a year. The fiscal body of the city, town, or county (whichever applies) shall review each budget and proposed tax levy and adopt a final budget and tax levy for the taxing unit. The fiscal body may reduce or modify but not increase the proposed budget or tax levy. The Board of Sanitary Commissioners passed and approved its proposed budget on September 18, 2012. The Board of Waterworks Directors passed and approved its proposed debt service only budget on October 27, 2012. The final adoption vests with the Town Council. The Town Council should take its final action at its special meeting of October 29, 2012.*

- (a) Verification of Proofs of Publication: (TIMES: 10-04-2012; POST-TRIB 10-04-2012.) The Town Attorney verified the proofs of publication and indicated that they were in compliance with IC 5-3-1.
- (b) Introduction of **Proposed Enactment No. 2012-47:** An Enactment of Appropriations and Budget Levies and Rates for the 2013 Budgets of the Sanitary District of Highland.

Councilor Kuiper introduced and filed Enactment No. 2012-47. There was no further action.

- (c) Introduction of **Proposed Enactment No. 2012-48:** An Enactment of Appropriations and Budget Levies and Rates for the 2013 Budgets of the Waterworks District of Highland. Councilor Kuiper introduced and filed Enactment No. 2012-47. There was no further action.
- (d) **Public Hearing.** The Town Council President called the public hearing to order. There were no comments written or spoken. The Town Council President then closed the public hearing.

Pursuant to IC 6-1.1-17 et seq., consideration of the proposed enactments for final fiscal body adoption cannot take place sooner than ten (10) days following the pre-adoption hearing. Consideration for passage and adoption of the Proposed enactments will be at a **special** meeting of the **Town Council, Monday, October 29, 2012 at 7:00 p.m.**

Fund Name	Budget Estimate	Maximum estimated Funds to be raised	Excessive Levy Appeals	Current Tax Levy
Corporation General	\$ 6,203,596	\$ 5,094,805	\$ -	\$ 4,847,568
Parks & Recreation	\$ 2,018,000	\$ 1,104,666	\$ -	\$ 927,379
Police Pension	\$ 783,719	\$ 83,404	\$ -	\$ 9,294
Redevelopment General	\$ 148,834	\$ 146,765	\$ -	\$ 137,351
Redevelopment Capital	\$ 321,000	\$ -	\$ -	\$ -
Motor Vehicle Highway	\$ 665,454	\$ -	\$ -	\$ -
Local Roads & Streets	\$ 271,220	\$ -	\$ -	\$ -
Mun Cum Cap Dev	\$ 362,224	\$ 421,348	\$ -	\$ 380,039
Special Events Non Rev	\$ -	\$ -	\$ -	\$ -
Cum Cap Improvement	\$ 90,000	\$ -	\$ -	\$ -
Corporation Bonds & Int.	\$ 401,978	\$ 362,517	\$ -	\$ 692,952
Corp Bonds & Int. Exempt	\$ 122,834	\$ 128,461	\$ -	\$ 176,594
Redev Bond & Int Exempt	\$ 226,260	\$ 164,435	\$ -	\$ 298,455
Park Bond & Lease	\$ 1,303,387	\$ 1,774,105	\$ -	\$ 666,102
Park Bond & Lease Exempt	\$ 522,708	\$ 359,981	\$ -	\$ 832,369
Solid Waste Dist. Grant	\$ 172,600	\$ -	\$ -	\$ -
Law Enf. Cont. Ed.	\$ 43,600	\$ -	\$ -	\$ -
Inf Com Tech	\$ 164,330	\$ -	\$ -	\$ -
Parks/VIPS Public Safety	\$ 6,000	\$ -	\$ -	\$ -
TOTAL:	\$ 13,827,744	\$ 9,640,487	\$ -	\$ 8,968,103

As advertised

Controlled Levies Above \$ 6,429,640

Max Levy \$ 5,911,136

If LOIT is adopted:

Max Levy \$ 6,076,648

Assessed Valuation: \$ 722,901,119

70% of FY 2012 AV

FY 2013

Fund Name	Budget Estimate	Maximum estimated Funds to be raised	Excessive Levy Appeals	Current Tax Levy
Sanitary Special Operating Fund	\$ 2,189,867	\$ 407,128	\$ -	\$ 175,562
Sanitary District Debt Service	\$ 1,379,183	\$ 1,219,073	\$ -	\$ 1,228,932
Sanitary District Debt Service Exempt	\$ 497,670	\$ 411,637	\$ -	\$ 436,839
	\$ -	\$ -	\$ -	\$ -
Water District Debt Service	\$ 506,638	\$ 503,592	\$ -	\$ 509,129
TOTAL:	\$ 4,573,358	\$ 2,541,430	\$ -	\$ 2,350,462

As advertised

Controlled Levies Above \$ 407,128

Max Levy \$ 176,239

If LOIT is adopted:

Max Levy \$ 181,174

Assessed Valuation: \$ 722,901,119

70% of FY 2012 AV

FY 2013

Corporation General Fund:

(departmentalized)

Proposed

FY 2013

Adopted

Office of the Town Council

Personnel Services	\$ 79,938	\$ -
Supplies	\$ 700	\$ -
Other Services & Charges	\$ 131,026	\$ -
Capital Outlays	\$ -	\$ -
Department Total:	\$ 211,664	\$ -

Advisory Board of Zoning Appeals

Personnel Services	\$ 3,359	\$ -
Supplies	\$ 200	\$ -
Other Services & Charges	\$ 7,976	\$ -
Capital Outlays	\$ -	\$ -
Department Total:	\$ 11,535	\$ -

Volunteers in Policing

Personnel Services	\$ 2,720	\$ -
Supplies	\$ 16,096	\$ -
Other Services & Charges	\$ 2,650	\$ -
Capital Outlays	\$ -	\$ -
Department Total:	\$ 21,466	\$ -

Office of the Clerk-Treasurer

Personnel Services	\$	106,735	\$	-
Supplies	\$	3,400	\$	-
Other Services & Charges	\$	64,732	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	174,867	\$	-

Building Inspection Department

Personnel Services	\$	222,743	\$	-
Supplies	\$	6,750	\$	-
Other Services & Charges	\$	69,057	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	298,550	\$	-

Fire Department

Personnel Services	\$	215,518	\$	-
Supplies	\$	31,670	\$	-
Other Services & Charges	\$	87,361	\$	-
Capital Outlays	\$	10,950	\$	-
Department Total:	\$	345,499	\$	-

Plan Commission Dept.

Personnel Services	\$	2,842	\$	-
Supplies	\$	325	\$	-
Other Services & Charges	\$	21,746	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	24,913	\$	-

Metropolitan Police Department

Personnel Services	\$	3,319,880	\$	-
Supplies	\$	110,500	\$	-
Other Services & Charges	\$	957,414	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	4,387,794	\$	-

Services & Works Board Dept.

Personnel Services	\$	-	\$	-
Supplies	\$	-	\$	-
Other Services & Charges	\$	683,143	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	683,143	\$	-

Town Hall and Monuments Dept.

Personnel Services	\$	28,190	\$	-
Supplies	\$	4,700	\$	-
Other Services & Charges	\$	11,275	\$	-
Capital Outlays	\$	-	\$	-
Department Total:	\$	44,165	\$	-
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Fund Total:	\$	6,203,596	\$	-
Proposed (est.) Rate for the Fund	\$	0.4933	per \$100 dollars of av	
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av	

Redevelopment General Fund:

		<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$	68,514	\$ -
Supplies	\$	2,000	\$ -
Other Services & Charges	\$	78,320	\$ -
Capital Outlays	\$	-	\$ -
Fund Total:	\$	148,834	\$ -
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Proposed (est.) Rate for the Fund	\$	0.0142	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av
Rate for both the Redevelopment General and the Redevelopment Capital is capped at .0333, pursuant to IC 36-7-14-28.			

Redevelopment Capital Fund:

		<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$	-	\$ -
Supplies	\$	-	\$ -
Other Services & Charges	\$	147,000	\$ -
Capital Outlays	\$	174,000	\$ -
Fund Total:	\$	321,000	\$ -
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Proposed (est.) Rate for the Fund	\$	-	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av
Rate for both the Redevelopment General and the Redevelopment Capital is capped at .0333, pursuant to IC 36-7-14-28.			

Parks and Recreation Fund:

		<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$	982,860	\$ -
Supplies	\$	105,000	\$ -
Other Services & Charges	\$	930,140	\$ -
Capital Outlays	\$	-	\$ -
Fund Total:	\$	2,018,000	\$ -
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Proposed (est.) Rate for the Fund	\$	0.1070	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av

Police Pension 1925 Fund:

		<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$	782,214	\$ -
Supplies	\$	400	\$ -
Other Services & Charges	\$	1,105	\$ -
Capital Outlays	\$	-	\$ -
Fund Total:	\$	783,719	\$ -
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Proposed (est.) Rate for the Fund	\$	0.0081	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$	-	per \$100 dollars of av

Parks Dist Bond & Lease Exempt Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 522,708	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 522,708	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0498	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Parks Dist Bond & Lease Fund (Regular)

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 1,303,387	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 1,303,387	\$ -
Proposed (est.) Rate for the Fund	\$ 0.2454	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Corporation Bond Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 401,978	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 401,978	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0501	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Corporation Bond Exempt Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 122,834	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 122,834	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0178	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Motor Vehicle Highway Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 413,672	\$ -
Supplies	\$ 194,470	\$ -
Other Services & Charges	\$ 57,312	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 665,454	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Local Roads & Streets Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 71,220	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 200,000	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 271,220	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Municipal Cum Cap Dev Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ 7,000	\$ -
Other Services & Charges	\$ 193,069	\$ -
Capital Outlays	\$ 162,155	\$ -
Fund Total:	\$ 362,224	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0583	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av
The rate is fixed or capped by I.C. 36-9-15.5 et seq.		

Cumulative Cap Imp. Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 90,000	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 90,000	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Law Enf. Ed., Trng., & Supply Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ 17,700	\$ -
Other Services & Charges	\$ 25,900	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 43,600	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Redevelopment Bond Exempt Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services		
Supplies	\$ -	\$ -
Other Services & Charges	\$ 226,260	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 226,260	\$ -
Proposed (est.) Rate for the Fund	\$ 0.0227	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Information & Comm Tech

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	\$ -
Supplies	\$ 2,000	\$ -
Other Services & Charges	\$ 162,330	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 164,330	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

VIPS/PARKS Public Safety Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 600	\$ -
Supplies	\$ 5,400	\$ -
Other Services & Charges	\$ -	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 6,000	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Solid Waste District Grant Fund

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ -	
Supplies	\$ 20,000	\$ -
Other Services & Charges	\$ 132,600	\$ -
Capital Outlays	\$ 20,000	\$ -
Fund Total:	\$ 172,600	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Special Events Non Reverting

	<i>Proposed</i>	<i>Adopted</i>
Personnel Services	\$ 8,116	\$ -
Supplies	\$ 1,000	\$ -
Other Services & Charges	\$ 60,685	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 69,801	\$ -
Proposed (est.) Rate for the Fund	\$ -	per \$100 dollars of av
Adopted (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Total of All Funds:	\$ 13,897,545	\$ -
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Sanitary District Special Operating Fund
(Departmentalized)

<i>Operating Department</i>	<i>Adopted</i>	<i>Final Approval</i>
Personnel Services	\$ 121,063	\$ -
Supplies	\$ 650	\$ -
Other Services & Charges	\$ 90,120	\$ -
Capital Outlays	\$ 22,000	\$ -
Departmental Total:	\$ 233,833	\$ -

<i>Sanitation and Waste Department</i>	<i>Adopted</i>	<i>Final Approval</i>
Personnel Services	\$ 305,610	\$ -
Supplies	\$ 29,050	\$ -
Other Services & Charges	\$ 1,621,373	\$ -
Capital Outlays	\$ -	\$ -
Departmental Total:	\$ 1,956,033	\$ -

Fund Total:	\$ 2,189,866	\$ -
Adopted (est.) Rate for the Fund	\$ 0.0563	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Sanitary District Bond and Interest Fund

	<i>Adopted</i>	<i>Final Approval</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 1,379,138	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 1,379,138	\$ -
Adopted (est.) Rate for the Fund	\$ 0.1686	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Sanitary District Bond and Interest Exempt Fund

	<i>Adopted</i>	<i>Final Approval</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 497,470	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 497,470	\$ -
Adopted (est.) Rate for the Fund	\$ 0.0569	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Total of All San Dist Funds:	\$ 4,066,474	\$ -
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Waterworks District Bond and Interest Fund

	<i>Adopted</i>	<i>Final Approval</i>
Personnel Services	\$ -	\$ -
Supplies	\$ -	\$ -
Other Services & Charges	\$ 506,638	\$ -
Capital Outlays	\$ -	\$ -
Fund Total:	\$ 506,638	\$ -
Adopted (est.) Rate for the Fund	\$ 0.0697	per \$100 dollars of av
Final (Est.) Rate for the Fund	\$ -	per \$100 dollars of av

Adjournment. Councilor Vassar moved that the special meeting be adjourned. Councilor Kuiper seconded. Upon a vote *viva voce*, the motion passed. The special meeting of the Highland Town Council of Monday, October 15, 2012 was adjourned at 7:20 O'clock p.m. The standing study session was convened following the special meeting. It is memorialized in a separate memorandum of the meeting.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM
Clerk-Treasurer